



OFFICE OF THE SECRETARY OF DEFENSE

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JAN 16 2001

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
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SUBJECT: Common Access Card (CAC)

In accordance with the Deputy Secretary of Defense memorandum of November 10, 1999, subject: "Smart Card Adoption and Implementation," the Department is implementing smart card technology through a common access card (CAC) and has developed four versions as described below. The CAC will be the standard identification card, the principal card used to enable physical access to buildings, installations, and controlled spaces, and will be used to enable Information Technology systems and applications that access the Department's computer networks. The CAC shall be issued and maintained using the infrastructure provided by the Defense Enrollment Eligibility Reporting System (DEERS) and the Real-time Automated Personnel Identification System (RAPIDS), as upgraded, starting in October 2000.

The "Armed Forces of the United States Geneva Conventions Identification Card" will be issued to active duty and members of the Selected Reserve of the Armed Forces. This version of the CAC will be modified (from Armed Forces) to state "Uniformed Services" for members of the National Oceanic and Atmospheric Administration and the U.S. Public Health Service. The "United States DoD/Uniformed Services Geneva Conventions Identification Card for Civilians Accompanying the Armed Forces" will be issued to all Emergency-Essential employees, contingency contractor employees, and civilian noncombatant personnel (including both appropriated fund and nonappropriated fund employees) who are deployed in conjunction with military operations overseas. The "United States DoD/Uniformed Services Identification and Privilege Card" will be issued to sponsors eligible for a CAC, other than current or retired members of the Uniformed Services, who are eligible for Uniformed Services benefits and

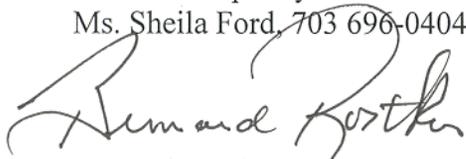


privileges. The "United States DoD/Uniformed Services Identification Card" will be issued to DoD civilian employees (including both appropriated fund and nonappropriated fund employees) and eligible contractor employees. The identification cards currently issued in accordance with DoDI 1000.13, "Identification (ID) Cards for Members of the Uniformed Services, Their Dependents, and Other Eligible Individuals," shall remain valid until replaced with the CAC for the eligible recipients identified herein. Retirees and family members are not eligible for the CAC at this time.

This memorandum applies to the Office of the Secretary of Defense (OSD); the Military Departments; the Chairman of the Joint Chiefs of Staff; the Combatant Commands; the Inspector General of the Department of Defense (DoD); the Defense Agencies and Offices (see Definitions); and the DoD Field Activities (hereafter referred to collectively as the "DoD Components").

To facilitate use of these cards immediately, we are providing policies via this memorandum and its attachments. Responsibilities, general guidance, access control and public key infrastructure (PKI) policies relating to the CAC, images of the cards, issuing guidance for the cards, definitions, the DD Form 1172-2, "Application for Department of Defense Common Access Card – DEERS Enrollment," and instructions for completion of the form are attached. The CAC policies will be incorporated within applicable DoD issuances within 180 days. Components shall implement CAC policy consistent with their labor relations obligations.

This policy is effective immediately. The point of contact for this policy memorandum is Ms. Sheila Ford, 703 696-0404.



Bernard Rostker
Under Secretary of Defense
(Personnel and Readiness)



Arthur L. Money
DoD Chief Information Officer

Attachments:
As stated

cc:
Commandant, United States Coast Guard
Director, NOAA Corps
Director, United States Public Health Service